CITY OF SAN ANTONIO

ADDENDUM IV

SUBJECT: Request for Competitive Sealed Proposals, **Airport Parking Revenue Control System, (RFCSP 6100000870)**, Scheduled to Open: February 24, 2012; Date of Issue: December 22, 2011.

FROM: Norbert Dziuk
Procurement Administrator

DATE: February 13, 2012

THIS NOTICE SHALL SERVE AS ADDENDUM NO. IV TO THE ABOVE REFERENCED REQUEST FOR COMPETIVE SEALED PROPOSALS (RFCSP)

A. THE ABOVE MENTIONED RFP IS HEREBY AMENDED AS FOLLOWS:

1. In RFCSP Section 010, Submission of Proposals, Paragraph 2, Sentence 1, the deadline for submission of proposals is amended to read:

   "Proposals must be received in the City Clerk's Office no later than 1:00 p.m., Central Time, on Friday, February 24, 2012 at the address below."

2. In RFCSP Exhibit 1, Specifications, Section 2.04.W.4.a is changed to read:

   "a. Proximity card readers shall be installed at the following employee entry and exit lanes, thirteen (13) total:"

B. QUESTIONS RECEIVED BY CITY STAFF ARE ANSWERED AS FOLLOWS:

Question 1:   Reference Page 22, Entry/Exit Lane Matrix, which exit lanes contain a cashier terminal in the Long Term/Hourly Exit Plaza?

Response: The matrix on Page 22 depicts existing conditions only and does not call for the Contractor to provide anything. Currently, Exit Lanes 2 – 7 contain cashier terminals inside of the cashier booths. The requirements of this RFCSP will change the configuration in the Exit Plaza as follows:
- Exit Lanes 1, 2, 7 & 8:
    o Express Exit Stations located where the existing express readers are located
    o No Cashier Stations

- Exit Lanes 3 – 6:
  - Express Exit Stations located where the existing express readers are located
  - Cashier Stations inside of the booths in each lane

Question 2: Reference Page 22, Entry/Exit Lane Matrix, please confirm that the 2 exit lanes on Airport Blvd in the Main Employee Lot will not be used or populated with equipment.

Response: The two Main Employee Parking Lot exit lanes that outlet onto Airport Blvd., will be populated with equipment and used for employee exits. Refer to Specification Section 2.04 for details.

Question 3: Reference Page 56, Cashier Station, Paragraph 2 calls for 4 cashier stations, all in the Long Term/Hourly Exit Plaza. The matrix on page 22 calls for 6 cashiered booths. Which is correct?

Response: The matrix on Page 22 depicts existing conditions only and does not call for the Contractor to provide anything, Refer to the response to Question 1 and Section 2.04 for the required equipment distribution.

Question 4: Reference Page 57, Cashier Station, Section i. which reads: "Secured Switch for activating/deactivating the cashier station, such that cashiers do not have access to the switch." What is the purpose of this switch? Is it to disable the cashier function without killing power?

Response: The intent of the requirement is that a cashier shall not have access to any switch that can disable or enable a cashier station out of or into operation (cashiers shall only have access to a login screen to start, break or end a shift). Any such switch shall be secured such that the City can control who has access to that switch (for example, locked behind a key-controlled cabinet door). Contractor shall provide any necessary access control devices (cabinets, locks, keys, etc.).

Question 5: Reference Page 70, Section 4.a. Employee Parking Lot Proximity Card Readers, the lane matrix on page 22 calls for (2) Employee prox readers w/stand for an entry/exit on Level 0 of the Hourly Deck. The breakdown on page 70 section 4.a calls out (2) Employee prox readers for an entry/exit on Level 1 plus (2) prox readers for an Reserved Nested entry/exit on Level 1. Which is correct? Why is the Reserved Nested entry/exit not called out on in the lane matrix on page 22?

Response: The matrix on Page 22 depicts existing conditions only and does not call for the Contractor to provide anything, Section 2.04 calls out equipment to be provided in this RFCSP. The Reserved Nested area referred to does not currently exist, and will be implemented as part of this project, as explained in the pre-submittal meeting. Civil, communication and power infrastructure components for this area shall be provided by others, other than specific, local infrastructure requirements specific to the individual Contractors' Proposals.

Question 6: Do the Main Lot Exit Queue and Long Term Surface Lot behind the deck need to be managed as separate count zones?

Response: The question is unclear. Separate count zones shall be managed as follows:
- Hourly Parking Garage, by level (including accessible surface lot)

- Existing Hourly Parking Garage Level 1 Nested Area
- New Hourly Parking Garage Level 1 Reserved Parking Area
- Long Term Parking Garage, by level (including accessible surface lot)
- Economy Parking Lot
- Main Employee Parking Lot
- Overflow Employee Parking Lot
- Taxi Hold Lot
- Terminal Taxi Queue Lane

Question 7: Question: Define the quantity and locations of the Facility Open/Full signs on approach roadways.

Response: Final locations for the Facility Open/Full sign locations have not been determined. Contractor shall provide the price for three Facility Open/Full signs as required in Specifications Division 11 12 11, Paragraph 3.06.D.5-7. Power and Ethernet communication will be provided to ultimate sign locations.

Question 8: Reference Page 4 14, is it the airport's intent to accept mag stripe technology vs. bar code technology or is both accepted?

Response: Refer to Specification Section 2.04.N.2.C. Contractor shall propose either magnetic stripe or barcode ticket technology.

Question 9: Reference Page 9, Item 54, does PayPass refer to MasterCard contactless credit card if not please define?

Response: Yes.

Question 10: Reference Page 26, Item 5, will the airport be supplying the network switches – if not what is the standard?

Response: Yes, all network connectivity will be supplied under the Airport's network re-design effort; network connectivity is not part of the selected Respondent's scope.

Question 11: Reference Page 38, Item 2.01 A, since the Airport is supplying the server, will the airport be providing the licenses for the operating system, database, and if preferred virtual environment?

Response: The Aviation Department will be responsible for all one time costs and any recurring costs for any and all licensing, maintenance, hardware, or storage capacity costs to support this infrastructure.

Question 12: Reference Page 48, Item 13, with regard to the authorized change and corresponding audit trail, does this refer to remote access and modification of the system and change control procedures that need to govern that access?

Response: Yes. This does refer to change management. The vendor will need to comply with City policies governing remote access including background checks and adhere to all City change management policies.

Question 13: Reference Page 50, Item K 2 b, will the City be supplying and configuring Solar Winds?

Response: The City currently operates and maintains a SolarWinds environment. The Aviation Department will be responsible for any costs associated with creating any custom monitoring interfaces and any additional SolarWinds licensing to support this infrastructure.

Question 14: Reference Page 52, Item I, based on the following statements in this section, who supplies the Archive database server?
- "The City shall provide and Archive Database Server for use."
- "The Contractor shall provide the Archive Server."

Response: The City shall provide the Archive Database Server in accordance with the Contractor's recommendation which shall comply with CoSA ITSD Standards provided with the RFCSP.

Question 15: Reference Page 83, Item 11 f, since this is a new display, please provide dimensions of the sign, location within the taxi hold lot and who is responsible for the civil work.

Response: Contractor shall recommend specific sign in their best judgment to address the performance specifications. The intent is for the taxi drivers in the lot to be able to easily read the list of cabs in the queue from any location in the lot. The City shall provide power and Ethernet communication to the general vicinity of each Taxi Hold Lot sign. The LED dynamic displays signs (2) shall be able to simultaneously display up to ten (10) numbers that can be read from a distance of 300' in direct sunlight conditions.

Question 16: On the Price Proposal form under Additive/Alternate Proposal items, for each of the Post Warranty Hardware Maintenance Services for 12 months, for each of Years 2 thru 5, should the first line, "Annual Preventative Maintenance Services" also include Emergency Services and software under normal conditions?

Response: Predictable Services shall be included in the lump sum, emergency services shall be included on the hourly service rates. Refer to Specification Sections 1.11, 1.12 and 1.13.

Question 17: Reference Page 22, Figure 1.8.e.3 and Page 116, Item 3.0.6, in Figure 1.8.e.3 for displays 8 total exit lanes for the common public exit plaza, in Section 3.0.6.d.1 a & b it states a total of 12 stations; please define the equipment configuration of the lanes.

Response: See response in Section B, Question 1 to this Addendum IV.

Question 18: Reference Page 63, Item U:
a. what is the matrix that is needed for the AF-3500 displays? The spec only states the AF-3500 & 20mm Full Color, but doesn't have any sign dimensions or how many columns/rows are needed
b. what type of content they will be displaying or how many lines & characters will be needed?

Response: a. Final matrix size to be determined. Contractor shall provide pricing for AF-3500-32X96.

b. Text, graphics, logos, basic animation, multiple font styles and sizes.

Question 19: Could you provide the pricing forms in Excel?

Response: The Price Proposal Form was developed in Microsoft Word and has been posted as a separate document in that format. An Excel spreadsheet is not available.

Question 20: Regarding maintenance/warranty, does the Airport provide maintenance staff parking? If so, is there a charge we should building into the price?

Response: Limited parking for marked work vehicles, during time on-site in active performance of maintenance/warranty work, will be made available. Vendor's employees' privately owned vehicles, if any, can park in Employee Parking Lot at the prevailing monthly rate.

Question 21: When will responses to questions be provided?

Response: Responses will be provided as expeditiously as possible.

Question 22: Request that the submission date be extended until 3 weeks after the receipt of the answers to respondents questions?

Response: See Section A, Item 1 of this Addendum IV.

Question 23: In order to provide the most accurate cost estimate of then parking garage count system, can detailed drawings of each floor and ramp be provided with the current space layout?

Response: Additional drawings have been posted to the following website:

https://supplierservice.sanantonio.gov/irj/portal

Question 24: What is the projected timeline for civil, fiber and infrastructure completion?

Response: Portions of the fiber and civil construction will be conducted concurrent with the PRCS installation. The fiber and civil construction is scheduled to be complete by August 31, 2012.

Question 25: SBEDA certification was applied for on 1/24/12. If certification approval is not received prior to proposal due date, will this exempt a contractor from being accepted by the City of San Antonio for the purpose of this contract award?

Response: At the time of response, a firm will only count toward the 4% SBE Subcontracting Goal if they are currently certified as an SBE through the South Central Texas Regional Certification Agency and headquartered within the San Antonio Metropolitan Statistical Area or maintain an office within the San Antonio Metropolitan Statistical Area for at least one year from which 20% of its total employees are regularly based. Counties within the San Antonio Metropolitan Statistical Area include: Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina and Wilson. An eligible SBE, as described, counts towards the 4% SBE Subcontracting goal. A firm may request a priority certification form from the Small Business Office at least ten (10) business days prior to the proposal deadline however this in no way guarantees the firm will be issued the requested

certification. A firm must secure the certification prior to proposal deadline and not in pending status to count as certified for that solicitation.

Question 26: What is the anticipated selection date?

Response: Monday, April 16, 2012

Question 27: What is the anticipated City Council consideration date?

Response: Thursday, May 31, 2012

Question 28: What is the anticipated notice to proceed date?

Response: After City Council consideration and selected firm's delivery of the required bonds.

Question 29: 1.13.G.4.f. "All consumable office supplies shall be the responsibility of the Contractor". What does this mean and how does it apply to the section Preventative Maintenance?

Response: Any day to day office supplies that the Contractor will use during the maintenance periods shall be the responsibility of the Contractor, not the City.

Question 30: 1.13.G.8.b. Emergency Service Maintenance Performance Requirements section "resolution of the situation within 4 hours after notification is required in all situations". Respectfully request these liquidated damages be reconsidered. A PRCS of this magnitude may have unusual circumstances that occur that will require additional time to complete resolution, i.e. infrastructure and network problems, power, software related anomalies outside our control, etc.

Response: Contractor shall provide proposed alternative language that is fair, but maintains the intent of prompt resolution and minimal downtime.

Question 31: 2.01.E.4.f.(2) Please provide details to explain what "Premium Parking Services" is and how it may impact our proposal.

Response: No specific Premium Parking Services have been developed by the City that the Contractor needs to address these in the Proposal; however the City is seeking a flexible PRCS that can accommodate future programs that may involve Premium Parking Services, customer web interfaces, such as account signup, management, web-payment, etc.

Question 32: 2.01.F.12.j.(12) Please provide details to explain what a "Money Value Card" is and how it may impact our proposal.

Response: "Money Value Card" refers to a coupon or validation created within the PRCS that can be created with a value that is debited from the card over a single or multiple uses to pay for parking at the Airport.

Question 33: 2.04.M.1. and 2. Reference "PRCS workstation hardware...existing City desktop and laptop hardware". How many concurrent users will be logged into the system at any single time?

Response: As many as 15 including personnel from the Aviation Department's Parking, Finance and Contract Compliance divisions.

Question 34: 3.06.A. "printers". Will printers residing in the Parking Administration Building be provided by the City?

Response: Yes.

Question 35: How many validation coupons do you anticipate generating in order for us to estimate the ticket quantities required for 12 months?
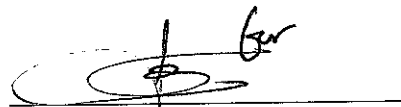
Response: The Parking Division is currently trending toward 55,000/yr. However, this figure is growing at a 15% rate (transactions) annually.

Question 36: 2.04.W.4.a. Please clarify the quantity of proximity readers on pedestals required for the Employee Lot Proximity Card Readers. Quantity written and shown in parentheses on page 69 is eleven (11), yet on page 70 the details total thirteen (13).

Response: See Section A, Item 2 to this Addendum IV.

Question 37: Is this project tax exempt or should taxes be calculated in the total price?

Response: A "project" cannot be tax exempt. This project is a City of San Antonio project. Per Sec. 151.309 of the Texas Tax Code, a taxable item sold, leased, or rented to, or stored, used, or consumed by, the City of San Antonio is exempted from sales and use taxes.

Norbert Dziuk
Procurement Administrator
Finance Department/Purchasing Division